TECHNICAL ADVISORY COUNCIL
A Subcommittee of the Commission on Technology

Friday, December 13, 2013
10:00 AM - 12:45 PM

ARIZONA SUPREME COURT
Administrative Office of the Courts
1501 W. Washington
Phoenix, AZ 85007

Conference Room 106

MEMBERS PRESENT	MEMBERS ABSENT
Mohyeddin Abdulaziz*	Ron Bitterli
Valerie Burns*	Charles Drake
Jay Dennis	Randy Kennedy
Karl Heckart, Chair	James Towner
Co Horgan	
Jennifer Gilbertson (*Tom Carroll, proxy*)	
Cary Meister (*Nick Felber*, proxy*)	
Jared Nishimoto	
Eloise Price	
Kyle Rimel	
Thomas Watson	

GUESTS	AOC STAFF
David Garretson, *Glendale Muni Court*	Stewart Bruner, *ITD*
	Eric Ciminski, *ITD*
	Jason Shumberger, *ITD*

* indicates appeared via telephone

TAC MEETING MINUTES

WELCOME, INTRODUCTIONS, AND OPENING REMARKS	Karl Heckart

Karl Heckart, chair of the Technical Advisory Council (TAC), called the meeting to order just at 10:05 a.m. He conducted a roll call of members in the room and on the phone, confirming that a quorum existed.

Karl requested discussion or a motion regarding the minutes of the October 4th, 2013 TAC meeting.

MOTION	A motion was made and seconded to accept the minutes of the October 4, 2013 TAC meeting as written. The motion passed unanimously.	

UPDATE	KEY PROJECT UPDATES	Karl Heckart

Karl provided current details about several statewide initiatives of note:

- e-Filing expansion is back underway now that the XML ownership dispute has been settled. Karl detailed the various provisions in the recent agreement which extends the term of the current vendor until May 31, 2019, but allows for the involvement of other vendors and solutions. The Administrative Office of the Courts (AOC) is preparing a request for quotes on an e-filing and backend filing manager to run internally. Karl anticipated having integration ability with other e-filing front-end systems. He also discussed the possible expansion of electronic service through rules changes.
- Eric Ciminski delivered a detailed update on the progress of constructing and testing the eAccess solution at the AOC. The central case index (CCI) remains under construction and the central document repository (CDR) is still being populated. Web services calls to obtain documents from the freestanding Pima and Maricopa systems remain in process, too. Eric tentatively estimated a late March date for court testing to begin.
- Pima Superior Court continues working on the eBench project. Eric described various challenges introduced by co-development with the aiSmartBench. Jay Dennis added that no technical barriers exist, but "easy" work is being tackled first. AOC is concurrently co-developing the solution for AJACS courts with the vendor, about one month behind Pima. Eric discussed the pricing associated with the adoption of the eventual product.
- AJACS 3.9 is headed for a pilot general jurisdiction (GJ) court in January 2014. Parallel work continues on AJACS 3.10 to enable user acceptance testing in February. Mesa must implement by July 1, 2014, so an earlier pilot court is still in the plan. Karl shared that a further release of AJACS will be required before e-filing can be implemented in rural GJ courts.
- A recommendation made to the COJET committee to mandate security awareness training annually. Stewart Bruner and Jared Nishimoto are working on a statewide broadcast to increase cyber security awareness that will air in 2014. Various members shared about their local awareness training efforts. Karl mentioned a plan to refresh a statewide training offering annually so employees can still get credit even if no local training option exists.
- JOLTSaz is in development for the rural counties. Rollout of the new system will start with Yuma Superior Court. In answer to a question, Karl discussed the relationship

between the clerk of court and probation employees when financials are involved. Users across the state will get a look at the new program in February.

- AOC has asked Xerox, the FARE vendor, to estimate the cost of using its own resources for accomplishing the pre-disposition payment processing project. There needs to be minimal impact on AZTEC, but changes create an obligation to AJACS to provide the same functionality at go-live so that services are not lost.
- A recent breakthrough with DPS regarding acceptance of court data for electronic criminal history reporting will have a tremendous impact on the accuracy of the database. This appears to be a way around issues with the lack of participation of prosecutors in the disposition reporting process. ADRS enhancements are included in the AJACS 3.9 release.

UPDATE	PC REFRESH UPDATE/TIMELINE	Karl Heckart

As a result of Karl's request for members' opinion about installing Windows 7 versus Windows 8.1, various local concerns were listed. The consensus was that change is difficult for users regardless, so it makes sense to get as long an operational life as possible. The consensus was that retreating to Windows 7 would be a huge mistake as the issues with 8 will be overcome in time. Microsoft's software development lifecycle continues shortening, so an updated software management infrastructure needs to be erected in either case. Several members requested that the entire Office suite be put on court machines this time around. Karl discussed the various licensing permutations being considered and their implications.

Test PCs are currently being configured at AOC with a "pre-standard" image before distribution to the local courts. Members requested that the PCs be in their hands by January 15 to provide time for local testing prior to the February 14 Commission on Technology (COT) meeting. Members also briefly discussed the two options for virus protection and the timeline for the statewide rollout to the courts.

UPDATE	FY14 ENTERPRISE ARCHITECTURE ITEMS REQUIRING FINAL DISCUSSION	Karl Heckart Stewart Bruner

Staff member Stewart Bruner provided members with the composite set of changes to the architecture table to date. Members discussed the four remaining areas that preclude approval. 1) AOC-provided mobile device standard should be Windows phone since that is the target platform for mobile application development, 2) Sophos software is already on servers at the AOC as well as various courts and therefore could be the target for mail encryption beyond S/MIME if AOC Operations would work out a procedure for using that feature, 3) Social Media Tools needs to indicate "per local court business policy," and 4) Office 365 is a software as a service offering and belongs on the watchlist in the desktop productivity and Software as a Service categories. In addition members pointed out that virus protection software is missing from the table and that Visual Studio 2013 belongs on the watchlist. With those items settled, members felt comfortable with the content of the updated table.

MOTION	**A motion was made and seconded to recommend to COT for approval the changes to the architecture standards table with modifications agreed to in the meeting today. The motion**	

passed unanimously.

UPDATE	LIFE AFTER BLACKBERRY	Karl Heckart

Karl reminded members that AOC is de-commissioning the BlackBerry Enterprise Server in the next few months. That leaves a decision to be made regarding the device to be provided for employees whom management wants to be able to contact away from the office and off hours as well as a policy for use of employee-owned devices to access resources on the court network. He announced that AOC will now carry different types of traffic over three wireless networks within Supreme Court facilities. Members reviewed and commented on a draft policy for statewide Exchange mail and calendar access using ActiveSync with employee-owned devices. They concluded the policy is timely and necessary. Stewart will make revisions to the draft policy in line with suggestions by the members.

UPDATE	STATEWIDE ONBASE ADMINISTRATOR UPDATE	Stewart Bruner

Substituting for Jethro Sheridan from AOC Infrastructure Operations, Stewart provided a reminder that all facets of local OnBase systems remain the responsibility of the local staff, not the AOC. Jethro is searching for details about local test systems in order to connect test AJACS to test OnBase for superior courts and noted concerns about the number of courts not having a test environment.

Discussion focused on the difficulty with locating and retaining certified OnBase technical resources in the counties to perform the necessary work.

CALL TO THE PUBLIC	Karl Heckart

After hearing no further discussion from members or the public, the chair entertained a motion to adjourn the meeting at 1:20 p.m.

Upcoming Meetings:	February 6, 2014	AOC – Conference Room 230
	April 26, 2014	AOC – Conference Room 230

MEETING ADJOURNED	1:20 PM